

Message

From: Wormell, Lance [Wormell.Lance@epa.gov]
Sent: 1/25/2021 1:08:55 PM
To: Siciliano, CarolAnn [Siciliano.CarolAnn@epa.gov]
Subject: RE: transition info due 1pm 1/25: key external stakeholder meetings

Got it – thanks! The last item I have for you is the Scientific Integrity one-pager. After that, we just need upcoming regulatory actions and the list of pending petitions from Angela and we'll be done for now.

From: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>
Sent: Friday, January 22, 2021 5:21 PM
To: Wormell, Lance <Wormell.Lance@epa.gov>
Subject: RE: transition info due 1pm 1/25: key external stakeholder meetings

One update for me: I've completed the OCSPP Reorg one-pager!

Carol Ann Siciliano
Director and Associate Assistant Administrator
Office of Program Support
Office of Chemical Safety and Pollution Prevention
U.S. Environmental Protection Agency
Office & Mobile: (202) 564-5489
Siciliano.carolann@epa.gov

From: Wormell, Lance <Wormell.Lance@epa.gov>
Sent: Friday, January 22, 2021 1:09 PM
To: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Barber, Delores <barber.delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>; Picone, Kaitlin <Picone.Kaitlin@epa.gov>
Subject: transition info due 1pm 1/25: key external stakeholder meetings

By **1pm Monday 1/25**, please add to [this shared file](#) all key external stakeholder meetings for the next month. See below for additional information from Sonia and let me know if you have questions. Per usual, I will handle the final delivery of OPS transition files/info to OCSPP.

I've revised the AO transition spreadsheet for our use in OCSPP. I've kept the potential AA speaking engagements from the AO transition spreadsheet and removed the other EPA offices. Also, I've added a tab for OCSPP stakeholder meetings. Please fill out the attached spreadsheet with key external stakeholder meetings for your respective offices by **Monday, January 25, at 2:00 p.m.** To start, please include those events for the next month. The meetings can be at any level; AA, DAA, OD, Division Directors, staff. The external stakeholder meetings list is for public outreach meetings that offices hold, such as the public webinar on Chrysotile asbestos on Feb. 3 and a SBA roundtable on asbestos scheduled on Feb. 5.

For previous assignments, please see below for my account of where things stand as of this afternoon.

Items under development

Item	Assigned To	Due Date
<u>OCSPS Scientific Integrity</u>	OPS IO Carol Ann	1/25/2021
<u>OCSPS Reorganization</u>	OPS IO Carol Ann	1/25/2021
<u>OCSPS FOIA</u>	CSID Lynn	1/25/2021
<u>Upcoming Regulatory Actions</u>	MSD Angela	1/13/2021
List of pending petitions	MSD Angela	1/13/2021

Items sent forward to OCSPS

Item	Assigned To
<u>OPS Overview</u>	MSD Lance
<u>OCSPS Hiring Plan</u>	MSD Shawna
<u>OCSPS Scientific Peer Review</u>	MSD Steve
<u>OCSPS Audits</u>	OPS IO Janet
<u>OCSPS budget overview</u>	ITRMD Khanh
<u>OCSPS Communications overview slides</u>	CSID Greg
<u>OCSPS Communications Press Planner and Comms Weekly (next 60 days)</u>	CSID Greg
<u>OCSPS Communications Press Planner and Comms Weekly (past 60 days)</u>	CSID Greg
<u>OCSPS Communications deliverables</u>	CSID Greg
<u>List of GAO/OIG Audits</u>	OPS IO Janet
<u>Routine FRNS: Notice of Receipt</u>	MSD Angela
<u>Routine FRNS: CBI Data Access</u>	MSD Angela
<u>Routine FRNS: Pesticide Registration Applications</u>	MSD Angela
<u>Routine FRNS: Pesticide Registration Review</u>	MSD Angela
<u>Routine FRNS: Pesticide Tolerance Actions</u>	MSD Angela
<u>Routine FRNS: TSCA New Chemicals PMNs and TMEs</u>	MSD Angela
<u>About OCSPS</u>	Dennis Gorres
<u>PYS office move</u>	Diane Dixon

Thanks,

Lance
703-603-0523

From: Wormell, Lance

Sent: Thursday, January 21, 2021 7:54 AM

To: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Barber, Delores <Barber.Delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>; Picone, Kaitlin <Picone.Kaitlin@epa.gov>

Subject: RE: OPS Transition update

Please see below for an update of OPS items as of this morning. Rick also sent us the attached non-exclusive list to support yesterday's [Executive Order on Protecting Public Health and the Environment and Restoring Science to Tackle the Climate Crisis](#).

Items under development

Item	Assigned To	Due Date
OCSPP Scientific Integrity	OPS IO Carol Ann	1/25/2021
OCSPP Reorganization	OPS IO Carol Ann	1/25/2021
OCSPP FOIA	CSID Lynn	1/25/2021
Upcoming Regulatory Actions	MSD Angela	1/13/2021
List of pending petitions	MSD Angela	1/13/2021
Summary of the types of routine Federal Register Notices we issue	MSD Angela	1/13/2021

Items sent forward to OCSPP

Item	Assigned To
OPS Overview	MSD Lance
OCSPP Hiring Plan	MSD Shawna
OCSPP Scientific Peer Review	MSD Steve
OCSPP Audits	OPS IO Janet
OCSPP budget overview	ITRMD Khanh

OCSPS Communications overview slides	CSID Greg
OCSPS Communications Press Planner and Comms Weekly (next 60 days)	CSID Greg
OCSPS Communications Press Planner and Comms Weekly (past 60 days)	CSID Greg
OCSPS Communications deliverables	CSID Greg
List of GAO/OIG Audits	OPS IO Janet
About OCSPS	Dennis Gorres
PYS office move	Diane Dixon

From: Wormell, Lance

Sent: Tuesday, January 19, 2021 8:49 PM

To: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Barber, Delores <Barber.Delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>; Picone, Kaitlin <Picone.Kaitlin@epa.gov>

Subject: OPS Transition update

Continuing our OPS transition thread, please see below for a summary of OPS items still under development and items sent to OCSPS. Please continue to use the [one-pager format](#) unless an alternative format is more appropriate and has been cleared by OPS IO such as pending petitions and the MSD/RSB items. Please email completed items to Carol Ann, Desmond, and me unless otherwise specified by OPS IO. Feel free to contact me with questions or updates.

Items under development

Item	Assigned To	Due Date
OCSPS Hiring Plan	MSD Shawna	1/13/2021
OCSPS Scientific Integrity	OPS IO Carol Ann	1/25/2021
OCSPS Reorganization	OPS IO Carol Ann	1/25/2021
OCSPS FOIA	CSID Lynn	1/25/2021
Upcoming Regulatory Actions	MSD Angela	1/13/2021
List of pending petitions	MSD Angela	1/13/2021

Summary of the types of routine Federal Register Notices we issue	MSD Angela	1/13/2021
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Items sent forward to OCSPP

Item	Assigned To
OPS Overview	MSD Lance
Events/legal deadlines spreadsheet	All
OCSPP Scientific Peer Review	MSD Steve
OCSPP budget overview	ITRMD Khanh
OCSPP Communications overview slides	CSID Greg
OCSPP Communications Press Planner and Comms Weekly (next 60 days)	CSID Greg
OCSPP Communications Press Planner and Comms Weekly (past 60 days)	CSID Greg
OCSPP Communications deliverables	CSID Greg
GAO/OIG Audits	OPS IO Janet
About OCSPP	Dennis Gorres
PYS office move	Diane Dixon

Thanks,

Lance
703-603-0523

From: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>

Sent: Friday, January 08, 2021 5:16 PM

To: Wormell, Lance <Wormell.Lance@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Barber, Delores <barber.delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>; Picone, Kaitlin <Picone.Kaitlin@epa.gov>

Subject: RE: OPS Transition next steps: Jan. 13 for some actions

Thank you, Lance. And I've reattached the Template for easy reference. (Comms: don't worry about using it. Your document is more in the "list" category than the "briefing" category.)

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From: Wormell, Lance <Wormell.Lance@epa.gov>

Sent: Friday, January 8, 2021 4:49 PM

To: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Barber, Delores <barber.delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>; Picone, Kaitlin <Picone.Kaitlin@epa.gov>

Subject: RE: OPS Transition next steps: Jan. 13 for some actions

A few more transition action items and updates:

- In addition to the one-pagers, Carol Ann would like us to prepare the following Tier 1 briefing materials due to her 1/15. Please CC Desmond and me when you send to her and feel free to utilize the shared folder to store draft/final docs. Sonia confirmed that we have not been given a briefing template, so please utilize an existing presentation's format.
 - OCSPP Hiring Plan (Shawna)
 - OCSPP Scientific Peer Review (Steve)
 - OCSPP Scientific Integrity (Carol Ann)
 - Carol Ann would like us to prepare the following Tier 2 briefing materials due to her 1/25. Please CC Desmond and me when you send to her and feel free to utilize the shared folder to store draft/final docs.
 - OCSPP FOIA (Lynn)
 - OCSPP 2020 Reorganization (Carol Ann)
 - OCSPP Communications Work (Allison)
 - Alison Pierce in OPPT is taking the lead on providing OCSPP input on the cross-agency topics for lead and PFAS and Darlene for the OPP topics. Please coordinate directly with them if any OPS material needs to be added and, if so, CC Carol Ann, Desmond, Lance on the material provided.
 - I've added a file in the shared folder to help us track the OPS deliverables for the transition.
 - I'll be out most of this coming Mon-Weds but monitoring where I can to keep things moving.
- Thanks,

Lance

703-603-0523

From: Wormell, Lance

Sent: Friday, January 08, 2021 10:04 AM

To: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Barber, Delores <Barber.Delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>; Picone, Kaitlin <Picone.Kaitlin@epa.gov>

Subject: RE: OPS Transition next steps: Jan. 13 for some actions

OPS Leaders,

Please read Rick's attached update from this morning. The most pressing item is to update the events/legal deadlines spreadsheet by COB Monday 1/11. Please send updates directly to Sonia Altieri and CC Carol Ann, Desmond, Lance. The next due date is 1/19 for input on five cross-agency topics: Animal Testing, COVID, Lead, Chlorpyrifos, PFAS. Sonia will provide additional information on how OCSPP's input will be incorporated, but please begin considering what might be included for OPS. Rick also asked each office to identify 1-3 topics for future briefings. We will discuss those as a leadership team while concurrently finalizing the items below by Carol Ann's original COB 1/13 deadline. +Kaitlin for the EJ touchpoints with the cross-agency one-pagers.

- OPS Overview (MSD Lance)

- [OCSPP Hiring Plan \(MSD Shawna\)](#)
- [OCSPP Scientific Peer Review \(MSD Steve\)](#)
- [OCSPP Scientific Integrity \(OPS IO Carol Ann\)](#)
- Overview of OCSPP's current resources (e.g., FTE, \$\$, grants, etc.) (ITRMD Khanh & MSD Shawna – [upload to shared folder](#)) Rick thinks a document like this already exists. If not, see the example on page 6 of the attachment.
- OCSPP Communications – Use current comms tracker (CSID Allison – [upload to shared folder](#))
 - Listing of communications activities during the past 60 days – purpose: to give our new person an idea of what we've been doing (and a sense of the volume of our work and what might prompt media questions, litigation, stakeholder interest)
 - Listing of expected communications activities, including awareness weeks, over the next 90 days – purpose: give our new person a chance to inform messaging (awareness weeks) and to help them begin to determine their level of Comms engagement
- Upcoming Regulatory Actions – Use download from ADP Tracker (MSD Angela – [upload to shared folder](#))
- GAO/OIG Audits (OPS IO Janet – [upload to shared folder](#))
 - Overview of ongoing GAO/OIG audits
 - 90-day outlook for upcoming deliverables/commitments from completed GAO/OIG audits
- List of pending petitions (MSD Angela – [upload to shared folder](#)) Rick said that Connie Hernandez used to maintain a list of pending petitions for OPP. Let's update it. Alison Pierce and Darlene Dinkins are standing by to provide updates at your request.
 - Both rulemaking and non-rulemaking petitions
 - OPS to share "FEAD" format with OPPT [and OPP too, if Connie hasn't been keeping up with it for OPP since the Reorg]
- Summary of the types of routine Federal Register Notices we issue (OPS Angela – [upload to shared folder](#)) **Angela:** this table will begin to acquaint our new person with the myriad types of FR notices they'll be asked to sign almost immediately; consider using one of your early RSB Weeklies with the new person to review this table with them.
 - RSB developed a great table about 2 years ago that might fit this need

Thanks,

Lance
703-603-0523

From: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>

Sent: Thursday, January 07, 2021 6:40 PM

To: Wormell, Lance <Wormell.Lance@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Barber, Delores <barber.delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>

Subject: RE: OPS Transition next steps: Jan. 13 for some actions

Ok. Desmond and I will look at the small subset I've requested at **noon Monday January 11**, to give folks maximum time. Please send them to Desmond and me by that date/time. I'll block out the lunch hour to review.

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Director and Associate Assistant Administrator
Office of Program Support

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From: Wormell, Lance <Wormell.Lance@epa.gov>

Sent: Thursday, January 7, 2021 2:27 PM

To: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Barber, Delores <barber.delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>

Subject: RE: OPS Transition next steps: Jan. 13 for some actions

We just learned from Rick that the deadline for one-pagers has been moved up to 1/11 and that the content should include any relevant non-public information while being limited to one page. Stay tuned for additional information that will include how to capture upcoming events/deadlines and the format for one-pagers.

From: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>

Sent: Wednesday, January 06, 2021 5:47 PM

To: Wormell, Lance <Wormell.Lance@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Barber, Delores <barber.delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>

Subject: RE: OPS Transition next steps: Jan. 13 for some actions

Thank you for organizing us so effectively, Lance.

Carol Ann Siciliano
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Office of Program Support
Office of Chemical Safety and Pollution Prevention
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Office & Mobile: (202) 564-5489
Siciliano.carolann@epa.gov

From: Wormell, Lance <Wormell.Lance@epa.gov>

Sent: Wednesday, January 6, 2021 5:04 PM

To: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>; Mayes, Desmond <Mayes.Desmond@epa.gov>; Barber, Delores <barber.delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>

Subject: RE: OPS Transition next steps: Jan. 13 for some actions

OPS Leaders,

Thank you for the opportunity to help our team. Sonia confirmed this morning that the process is as Carol Ann described: once material is ready to upload to the Teams site, simply provide it to me (CC Carol Ann and Desmond) and I will handle the upload.

To facilitate creation and review of OPS materials, we've created an OPS [2021 Presidential Transition shared folder](#). This is a staging folder visible only to OPS managers and you'll see that we already have placeholders for the one-pagers requested below as well as a draft [OPS Overview](#). (Note that the two peer review committees were presented in a single one-pager for the previous transition.) The OPS Overview document is awaiting DD/DDD review to confirm your division's key work areas are appropriately captured and to add information on workload and statutes.

Please let me know if you have questions.

Thanks,

Lance
703-603-0523

From: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>

Sent: Tuesday, January 05, 2021 1:54 PM

To: Mayes, Desmond <Mayes.Desmond@epa.gov>; Wormell, Lance <Wormell.Lance@epa.gov>; Barber, Delores <barber.delores@epa.gov>; Syed, Hamaad <Syed.Hamaad@epa.gov>; Mosby, Jackie <Mosby.Jackie@epa.gov>; Gray, Shawna <Gray.Shawna@epa.gov>; Vendinello, Lynn <Vendinello.Lynn@epa.gov>; Dennis, Allison <Dennis.Allison@epa.gov>; Weiner, Janet <Weiner.Janet@epa.gov>; Hofmann, Angela <Hofmann.Angela@epa.gov>; Nguyen, Khanh <Nguyen.Khanh@epa.gov>; Knott, Steven <Knott.Steven@epa.gov>; Tomassoni, Guy <Tomassoni.Guy@epa.gov>

Subject: OPS Transition next steps: Jan. 13 for some actions

Dear OPS leaders – First, I welcome Lance to the OPS Transition team. Lance will assist Desmond and me on Transition matters. Second, we have action items. See Rick's list below with my annotations. Most of these items reside with OPS. (Lance, I apologize for not forwarding that meeting invitation to you.)

Timing: posted by January 20 (except for the top batch: please send these to CAS and Desmond by COB Wednesday January 13 for review)

Logistics: **Lance**, please find out from Sonia Altieri whether we are posting our materials to the Teams Transition site or something else. If we're posting, I'll rely on you to do that.

Engagement with CAS and Desmond: Except where noted below, please simply copy Desmond and me when you send your materials to Lance for posting (e.g., the Comms Tracker, the list of Petitions, the Audits overviews, etc.).

More information: Rick reports that the post-inauguration First Team will have about a dozen members. (We don't know their names yet.) One member of the team is likely to be assigned to OCSPP and will function as our political deputy. We understand that the First Team members, including the OCSPP person, are likely to remain at EPA (in contrast to 2017, when all but one member of that First Team left after a few months).

I welcome questions and suggestions!

Thanks, all.

Carol Ann Siciliano
Director and Associate Assistant Administrator
Office of Program Support
Office of Chemical Safety and Pollution Prevention
U.S. Environmental Protection Agency
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Siciliano.carolann@epa.gov

From: Keigwin, Richard <Keigwin.Richard@epa.gov>
Sent: Tuesday, January 5, 2021 12:58 PM
To: Siciliano, CarolAnn <Siciliano.CarolAnn@epa.gov>; Tyler, Tom <Tyler.Tom@epa.gov>; Pierce, Alison <Pierce.Alison@epa.gov>; Dinkins, Darlene <Dinkins.Darlene@epa.gov>; Altieri, Sonia <Altieri.Sonia@epa.gov>
Cc: Wormell, Lance <Wormell.Lance@epa.gov>
Subject: Follow-up to 1/5 Transition Updates Meetings

Thank you for this morning's discussion. As a follow-up, here is the list of resources that we want to have ready by January 20th. I'm sure I forgot some items, so please add! Sonia has created a folder on our Transition Teams site for 2021 materials. Included in that folder is a "white board" to capture organizational questions we might want to pose to the First Team. Rick invites us to make suggestions. For example, OPS will want guidance from our First Team member about Comms, e.g., their interest in talking to the media in the first few months about EPA's OCSPP priorities; whether they want weekly Comms briefings or prefer a different level of engagement. **Please consider** other OPS-related topics that we might want to raise and share with Lance. **Lance**, you should have access to the Transition Teams site. If you don't, please contact Sonia Altieri. Go ahead and add the questions OPS comes up with. It's a brainstorming list, so our ideas are non-binding!

General

- Overview briefings of OCSPP with deeper dives on each of our major programs
 - We can use the materials from the reorg briefings we did, augmented by "101" overviews
 - We may want to also have some high level one-pagers of each office's statutes, major responsibilities, etc. See pp. 7-12 of the briefing book we used to help Alex prepare for her confirmation hearing, as possible examples

CAS note: please look at the Table of Contents in the attachment for guidance. I've identified the following OPS topics, but you might identify others. **Lance**, could you please manage the process of creating these documents? Desmond and I will want to see these before we post them. Deadline to us: COB Wed. January 13

- Overview of OPS – **Lance**, could you oversee drafting this one-pager, modeled on the examples in the attachment.
- OCSPP Hiring Plan – **MSD/ITRMD**: that would be a one-pager about our push to hire 158 new folks.
- [in 2018, OPPT had two one-pagers about OPPT Contracts Support and OPPT IT Support. **ITRMD**: please consider whether we should do something like this for OCSPP as a whole; no obligation.]
- SACC one-pager—**MSD/Steve Knott**
- SAP one-pager – **MSD/Steve Knott**

- Overview of OCSPP's current resources (e.g., FTE, \$\$, grants, etc.) **ITRMD & MSD**: Rick thinks a document like this already exists. If not, see the example on page 6 of the attachment.
 - Page 6 of the attached might be a good model
- OCSPP Communications – Use current comms tracker (OPS) **Allison**
 - Listing of communications activities during the past 60 days – purpose: to give our new person an idea of what we've been doing (and a sense of the volume of our work and what might prompt media questions, litigation, stakeholder interest)

- Listing of expected communications activities, including awareness weeks, over the next 90 days – purpose: give our new person a chance to inform messaging (awareness weeks) and to help them begin to determine their level of Comms engagement
- Upcoming Regulatory Actions – Use download from ADP Tracker (OPS) **Angela**
- GAO/OIG Audits (OPS) **Janet**
 - Overview of ongoing GAO/OIG audits
 - 90-day outlook for upcoming deliverables/commitments from completed GAO/OIG audits
- Litigation and settlements (OGC is developing)
 - Upcoming litigation deadlines during the next 90 days
 - Upcoming settlement/consent order/consent decree commitments during the next 90 days
- List of pending petitions **MSD:/Angela**: Rick said that Connie Hernandez used to maintain a list of pending petitions for OPP. Let's update it. Alison Pierce and Darlene Dinkins are standing by to provide updates at your request.
 - Both rulemaking and non-rulemaking petitions
 - OPS to share "FEAD" format with OPPT [and OPP too, if Connie hasn't been keeping up with it for OPP since the Reorg]
- Summary of the types of routine Federal Register Notices we issue (OPS) **Angela**: this table will begin to acquaint our new person with the myriad types of FR notices they'll be asked to sign almost immediately; consider using one of your early RSB Weeklies with the new person to review this table with them.
 - RSB developed a great table about 2 years ago that might fit this need
- **CAS** will develop a Scientific Integrity one-pager

OPPT

- Detailed schedules for the risk management rules for the first 10 TSCA risk evaluations
- Detailed schedules for the next 25+ risk evaluations

OPP

- New active ingredient/major new use decisions expected in the first 90 days
 - Can use the "Hot Pesticides" listing
- Registration review schedule for FY21
 - Recently posted to the web; Darlene has in PowerPoint
- List of novel products for COVID-19
 - OPP to update the recent one-pager prepared for Alex

What did I miss?